

I. Assumptions

- The work can be done in four meetings
- The meeting schedule is now set but will be reviewed by members at the first meeting. Current dates:
 - August 9, 1 – 3p.m.
 - August 23, 1 – 3 p.m.
 - September 7, 1-3 p.m.
 - September 28, 1-3 p.m.
- The group's recommendations will be vetted with other work group chairs and the chair of the eHealth Board:
 - Ed Barthell, Patient Care
 - Hugh Zettel, Information Exchange
 - Cathy Hansen, Consumer Interests
 - Kevin Hayden, Financing
 - Helene Nelson, eHealth Board Chair
- After this review, and possible changes based on the review, the work group recommendations will be incorporated into the first draft of the “Action Plan” that will be circulated for review by board members and all work groups from October 6 – 20, 2006

II. Responsibilities – as defined in the charter created by the eHealth Board

- Develop an organizational and governance structure for the statewide health information exchange
- Assure good communication across stakeholders about the electronic health initiative and expected benefits

Assignments	Schedule & status
<ol style="list-style-type: none"> 1. Examine successful examples of governance strategies used by working health information exchange initiatives (and planned initiatives). 	<p>Start at first meeting with review of:</p> <ul style="list-style-type: none"> - AHIMA consensus standards for statewide RHIOs - eHI tool kit - Arizona and Minnesota plans - Identify other possibilities for further review (including DHFS analysis of a quasi - public authority)
<ol style="list-style-type: none"> 2. Define a structure and approach that effectively attracts and retains participants and defines roles/responsibilities of a public-private collaborative. 	<p>August 9 meeting - Use the AHIMA standards to establish the baseline requirements for Wisconsin</p> <p>Discuss various organization options and pros/cons of each</p> <p>And identify existing and planned resources that we have in Wisconsin that can be leveraged to meet requirements – staff will develop background materials on these in preparation for the August 23 meeting</p>
<ol style="list-style-type: none"> 3. Determine how best to build on the existing health information infrastructure in Wisconsin 	<p>August 23 meeting</p>
<ol style="list-style-type: none"> 4. Discuss legal barriers and incentives associated with various governance models including legal agreement for all suppliers of data and liability protection for participants. 	<p>August 23 meeting</p>

Assignments	Schedule & status
<p>5. Create a communications plan that conveys accurate and useful information about the electronic health initiative uses existing communication channels, creates new channels as needed and presents information in a timely and efficient manner.</p>	<p>September 7 – develop requirements for this and consider options and components for a communications plan, including review of resources from the eHealth Initiative and the CalRHIO plan</p>
<p>6. Coordinate and give input to other work groups.</p>	<p>During September with work group chairs and Helene</p>
<p>7. Present findings, analysis, and recommendations as part of the draft Action Plan developed for review by members of the eHealth Board and work groups</p>	<p>September 28 – review and modify report and recommendations so that they can be incorporated into the draft eHealth Action Plan</p>

III. Proposed agendas for work group meetings

August 9, 2006

1 – 1:15 p.m.

1. Introductions
2. Discussion of group composition & meeting schedule
3. Review and adjustment to this work plan

1:15 – 2:15 p.m.

4. Report on current status of work by other eHealth work groups
5. Examining governance models from other jurisdictions:
 - a. AHIMA consensus standards
 - b. eHI tool kit
 - c. Arizona
 - d. Minnesota
 - e. Others to research

2:15 – 3 p.m.

6. Begin discussion of Wisconsin requirements for governance and the various organizational options, using the AHIMA standards as a checklist
7. Identify existing and planned Wisconsin resources that could be used to build a governance structure
8. Agenda for August 23 meeting

August 23, 2006

1. Report on staff research on other governance models
2. Establish priorities and requirements for a Wisconsin governance model
3. Discuss legal barriers and incentives associated with various governance models including legal agreement for all suppliers of data and liability protection for participants.
4. Agenda for September 7, 2006

September 7, 2006

1. Continue discussion of priorities and requirements for a Wisconsin governance model
2. Review models for a communication plan and develop requirements for the Wisconsin communications plan
3. Develop recommendations to vet with other work group chairs and Secretary Nelson
4. Agenda for September 28, 2006

September 28, 2006

1. Finalize recommendations
2. Review, modify and approve written report from the work group to be used in developing the eHealth Action Plan